



Garner Parks, Recreation and Cultural Resources
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“HOME FOR THE HOLIDAYS”

2015 Garner Christmas Parade Application

Saturday, December 5 at 2:00 p.m.



Thank you for your interest in taking part in this year's Garner Christmas Parade.
Before applying, we recommend you take a moment to read the following guidelines and regulations.
We look forward to receiving your application and wish you a happy holiday season!

Theme

This year's parade theme is “Home for the Holidays,” a celebration of Christmas and family. Floats and entries should be themed according to what Christmas and home means to you. In conjunction with this theme, we will hold a toy drive from November 1 until December 4 (Light Up Main), collecting items for “Toys for Little Troops” which delivers new, unused toys to the children of soldiers who are deployed and cannot be home with their loved ones during the holidays.

Deadlines & Line-up Assignments

Applications are due no later than **Friday, November 13, 2015**. Acceptance letters and line-up placement/numbers will be mailed to participants on or by Friday, November 20. A follow-up call will be placed to all participants the following week to review rules and regulations for the parade.

Applications can be mailed or brought in person to: Garner Performing Arts Center, 742 W. Garner Road, Garner, NC 27529

You may also scan and email applications to: jmcallister@garnernc.gov. Please do not fax applications.

PLEASE REMEMBER THAT APPLICATIONS MUST BE RECEIVED BY 5:00 p.m. FRIDAY, NOVEMBER 13, 2015.

Rules & Regulations

- Limited spaces are available and entries are generally accepted on a first come, first serve basis. The Town of Garner reserves the right to accept or deny any entry application. Note that no “issue” oriented entries will be permitted and that entries should be advertising the business or services listed on the entry form.
- Vehicles cannot be entered for advertising purposes only. They must be decorated or have some form of entertainment element in the seasonal holiday theme. Exceptions are classic cars, municipal vehicles and pageant queen cars.
- Entrant representatives must sign and include the attached waiver of liability with applications. If this is not returned with your application, you will not be accepted as a parade entrant.
- The driver of any vehicle must be 18 years and older. EVERY driver must provide a valid driver's license number, proof of insurance and must sign a waiver of liability. Drivers who do not turn in these materials will not be allowed to participate on parade day.
- There shall be at least one adult (18 years and older) per every 10 children under age 18 in each entry.
- The Town of Garner reserves the sole right to use the characters of **Santa & Mrs. Claus** for the parade. Other Santa & Mrs. Claus entries will not be permitted in the parade.
- Parade participants must arrive between 12:00 p.m. and 1:00 p.m. Participants must be at designated entry spots and **ready by 1:00 p.m.** due to road closures.
- Groups must be dressed in uniform, costume or complementary attire (i.e. same color/style shirts, hats, etc.) to represent themselves as a unit.
- All entries must clearly display entry numbers on the RIGHT SIDE (passenger's side) of their entry. Walkers must visibly carry numbers so judges can clearly identify them.
- **Candy may only be given out by walkers.** Please do not throw candy or other items from your vehicle, float or trailer.
- This is a family event; therefore, participants may not act in a lewd manner and shall dress appropriately.
- Do not tailgate or leave gaps! Keep about four car lengths (approx. 50 feet) between each entry at all times and drive no faster than 5mph.
- Watch for stops! Performing groups will stop 4-6 times during the parade at designated areas. Please be aware of stopped times and halt accordingly. NO STOPS ARE ALLOWED ON RAILROAD CROSSINGS.
- No pets are permitted at the event or in the parade.
- Disbandment: Please see the attached map. Solo vehicles may disband by turning left onto Garner Rd. at the corner of Benson Hwy. (at the Toot n' Tell) after passing underneath the railroad bridge. Walkers may disband by turning right onto Garner Rd. at this intersection. Parade floats may not stop to unload until back to the original line-up spot. This will allow for the parade to continue to move and all participants to unload in a safe manner.

APPLICATIONS ARE DUE NO LATER THAN FRIDAY, NOVEMBER 13 AT 5:00 p.m.

By applying to be a part of Garner's Annual Christmas Parade, you are consenting that you have read and understand the rules and regulations listed above. Questions may be directed to Jill McAllister at 919-661-4602.

2015 PARADE ROUTE & DISBANDMENT



This is an overview of the parade route and disbandment areas. Detailed drop off and parking instructions will be sent to you on or before Friday, November 20. When received, please make copies for all parade participants and their guardians.

Entry Name: _____

Contact Name: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Primary Telephone: _____ Mobile Telephone: _____

Below, please indicate the type of participant you will be (walker, vehicle, truck with trailer, etc) and the number of participants. Pricing is listed accordingly. Please indicate the amount owed in the "Total" column.

PAID ENTRIES

Bicycles or Walkers

	# Bicycles	# Walkers	Cost	Total
Individual			\$45 per group	
Business			\$55 per group	
Nonprofit			\$35 per group	

Vehicle (Car, Truck, Van without trailers)

	# Vehicles	Cost for Single	2 or More	Total
Individual		\$45	\$35 per vehicle	
Business		\$55	\$45 per vehicle	
Nonprofit		\$35	\$25 per vehicle	

Trucks with Trailers/Floats

	# Trucks w/ Trailers	Cost for Single	2 or More	Total
Individual		\$80	\$70 per truck	
Business		\$80	\$70 per truck	
Nonprofit		\$55	\$55 per truck	

FLOAT RENTAL

Pre-decorated floats with tow-vehicle and driver may be rented for \$600. Floats are limited in number and will be assigned on a first come-first served basis. Floats will be delivered on parade day, 1 to 2 hours before the beginning of the parade. Floats can carry 10 adults and 15 children or the equivalent weight, thereof.

_____ Yes, our organization would like to rent a float for this year's parade.

Total: _____

Requested Lettering on Float

NO COST ENTRIES

	# Bicycles	# Walkers	# Vehicles	# Trucks w/ Trailers
Fire Dept.				
EMS				
Marching Band				
Elected Official				

Multiple Entry Types

For those wishing to enter multiple entry types, for instance a float with walkers, please call Jill McAllister for information on payments.

Important!

See reverse side for further details and required signatures.

IMPORTANT REMINDER

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CHRISTMAS PARADE APPLICATION (PAGE 2)

Narrative for Entry (*This is what our hosts will read during the videotaping of the parade for the cable access channel*)

(attach separately if necessary)

Will your parade entry play music? Yes No *If yes, describe method of amplification (CD in boom box, Ipod from car radio, etc)* _____

Designated stopping areas for performances will be assigned. PERFORMANCES SHOULD BE NO MORE THAN 1 MINUTE IN LENGTH. Will your entry require stops for performances? Yes No *If yes, describe* _____

Line up space allocation: *Please indicate type of vehicle & trailer and the TOTAL LENGTH OF YOUR ENTRY. For example—a 10 foot long truck and 20 foot long trailer will require a total of 30 feet of space. (Please make sure this is an accurate number or you might not have enough allocated space)* _____

Line up/placement requests: *If you have any requests for placement in the parade or any requests to be lined up with another entry, please indicate below. We do not guarantee these requests, but we will do our best to honor them when possible.*

PAYMENT & IMPORTANT FORMS

- ◇ Make checks payable to: Town of Garner
 - ◇ Please enclose liability waiver for applicant. Entry will not be accepted without this.
 - ◇ Please enclose copy of drivers license, valid insurance & liability waiver for all drivers.
- Drivers/entries will be dismissed without this info.
- ◇ Nonprofits must attach a copy of current 501 (c) 3 status. NO EXCEPTIONS.

AGREEMENT

All the information you provided is true. You agree to follow all the parade rules and guidelines. Any changes must be first approved by the Town of Garner. Please return this form to jmcallister@garnernc.gov or mail to 742 W. Garner Road, Garner, NC 27529 with attention to Jill McAllister no later than 5:00 p.m. **Friday, November 13.**

Print Name & Title

Name of Organization

Signature

Date

Office Use Only

Date received: _____ Entrant waiver signed: _____ Driver/Liability waiver signed: _____ Fee: _____

GARNER CHRISTMAS PARADE
Entrant Liability Waiver
APPLICATIONS WITHOUT THIS WAIVER WILL NOT BE ACCEPTED

RELEASE AND HOLD HARMLESS AGREEMENT

The Applicant/Sponsor agrees to the following:

Indemnify, save harmless, and defend Town of Garner, and its successors in interest from and against any and all claims, demands, actions, debts, liabilities, and attorney's fee arising out of, claimed on account of, or in any manner predicated upon loss or damage to property of and injuries to or death of any and all persons whatsoever, in any manner caused or contributed to by the Applicant, its agents, or employees while in, upon or about the Garner Christmas Parade or its successors in interest from any liability and that the Town of Garner may suffer as the result of acts of negligence, fraud, or misconduct of any Applicant's agent or employees on or about the Garner Christmas Parade.

Release the Town of Garner from any and all liability for loss of damage to property and merchandise used by the Applicant in the operation of the parade due to theft, fire, storm, flood, and damages through any force of nature or otherwise.

I further grant the Town of Garner permission to use any photographs, motion picture, recording or any other record of my participation in the parade for any legitimate reasons.

I have read and will follow all the parade guidelines and restrictions.

Applicant Signature: _____ Date: _____

DRIVER'S FORM

Total Number of Drivers _____

Each and every driver of the entry must read and sign this agreement (if necessary make copies & attach as needed)

I certify that I am at least 18 years old, that I have a valid driver's license and insurance and I assume all liability for anyone riding in my vehicle or the float that I tow in the parade.

I certify that there will be at least one adult (18 years or older) to supervise 10 children (under 18) on the vehicle or float that I tow and that the adult has full authority to require the children act in a safe manner.

I will ensure that only walkers throw candy for my entry. I will ensure that float or vehicle riders will not throw candy or other items.

I will ensure that a distance of approximately 50 feet (or four car lengths) is kept between my vehicle and other entrants and that I will drive at a speed no greater than 5mph.

I understand that pets are not allowed to ride on/in or walk with parade entries.

I will watch for performance related or other stops and halt movement accordingly.

I understand that this is a family event and that no one in my vehicle or float will act in a lewd manner, or dress inappropriately.

Print Each Driver's Name: _____

1) Driver must sign here: _____ Date: _____

Insurance Company Name and Policy Number _____

2) Driver must sign here: _____ Date: _____

Insurance Company Name and Policy Number _____

Please provide copies of drivers license and insurance cards. These will be double checked on parade day.
Add additional sheets if necessary